



Indian Council of Forestry Research and Education
(An Autonomous body of the Ministry of Environment, Forest and Climate Change, Government of India)
P.O. New Forest, Dehradun – 248 006 (Uttarakhand), INDIA

No. 46/2018/ESIP/BCC/ICFRE/ 474

Dated: 12/03/2020


Request for Quotations for purchase of office equipment

Name of Project: Ecosystem Services Improvement Project

Procurement Reference No.: IN-ICFRE-150868-GO-RFQ

1. The Government of India has received grant from the World Bank toward the cost of the Ecosystem Services Improvement Project (ESIP). Indian Council of Forestry Research and Education (ICFRE) is one of the Project Implementing Agencies and implementing one of the components of ESIP *i.e.* Scaling up Sustainable Land and Ecosystem Management in Selected Landscapes, and intends to apply the part of proceeds of this grant to eligible payments under the contract for which this Request for Quotations is issued. The procurement process will be conducted in accordance with the shopping procurement method contained in the World Bank Guidelines: Procurement of Goods, Works and Non-consulting Services under IBRD Loans and IDA Credits and Grants by World Bank Borrowers, dated January 2011, revised in July 2014.
2. ICFRE now invites your quotation for the supplying of the following office equipments:

| Name of the goods | Specifications | Quantity |
|---------------------|---|----------|
| 1. Laptop | Operating system: Windows 10 Professional 64 bit licensed, Microprocessor: Intel® Core™ i5-10210U (1.6 GHz base frequency, up to 4.2 GHz base with Intel® Turbo Boost Technology, 6 MB cache, 4 cores), Chipset: Intel® Integrated SoC, Memory: 8 GB DDR4-2400 SDRAM (onboard), Video Graphics: NVIDIA® GeForce® MX250 (2 GB GDDR5 dedicated), Hard Drive: 512 GB PCIe® NVMe™ M.2 SSD, Display: 13.3" diagonal FHD IPS BrightView micro-edge WLED-backlit touch screen (1920 x 1080), Wireless Connectivity: Intel® Wireless-AC 9560 802.11a/b/g/n/ac (2x2) Wi-Fi® and Bluetooth® 5 Combo, Expansion slots: 1 microSD media card reader, External ports: 1 USB 3.1 Gen 1 Type-C™ (5 Gb/s signaling rate, Power Delivery 3.0, DisplayPort™ 1.2); 1 USB 3.1 Gen 1 Type-A; 1 USB 3.1 Gen 1 Type-A (Data Transfer Only); 1 AC smart pin; 1 headphone/microphone combo, Dimensions: 30.7 x 21.15 x 1.47 cm, Weight: 1.17 kg, Power supply type: 65 W EM AC power adapter, Battery type: 4-cell, 53 Wh Li-ion polymer, Webcam: Wide Vision HD Camera with integrated dual array digital microphone, Audio features: Bang & Olufsen, quad speakers with Audio Boost | 05 |
| 2. Printer Laserjet | Print speed: up to 33 ppm black normal; First page out (ready): Black: As fast as 6.5 sec; First page out (sleep): Black: As fast as 23 sec; Print quality: up to 1,200 x 1,200 dpi; Print resolution technology: ReCP; Duty cycle: (monthly, A4)- up to 50,000 pages; Recommended monthly page volume: 1,000 to 2,500; Processor speed: 600 MHz; Print languages: SPL, PCL5, PCL5, PS3, PDF V1.7; Display: LED; Replacement cartridges: Standard Toner Cartridge (~3,000 yield) MLT-D203S; High yield Toner Cartridge (~5,000 yield) MLT-D203L; with mobile printing capability, Connectivity: Hi-Speed USB 2.0 port; built-in Fast Ethernet 10/100 Base-TX network port; Compatible OS: Windows 10 64 bit; Memory: 128 MB; Paper handling output: 150 sheet output bin; Paper handling input: 250 sheet input tray, 50-sheet multi-purpose tray; Maximum output capacity (sheets): Up to 150 sheets; Duplex printing: Automatic; Paper sizes supported: Tray 1: A4, A5, A6, B5 (ISO), B5 (JIS), Oficio, Envelope (DL, C5, C6), Tray 2: A4, A5, A6, B5 (ISO), B5 (JIS), Oficio; Paper types: Plain, Thick, Thin, Cotton, Color, Preprinted, Recycled, Lables, CardStock, Bond, Archive, Envelope; media weight, Power consumption: 700 watts (Active), 10 watts (Ready), 1.1 watts (Sleep); Energy efficiency: energy star® qualified; Minimum dimensions (W X D X H): 366 x 365.6 x 262.5 mm 14.4 x 14.4 x 10.3 in. | 03 |


परियोजना निदेशक/Project Director
ई.एस.आर्.पी./ESIP
भारतीय वानिकी अनुसंधान एवं शिक्षा परिषद
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|-------------------------|--|----|
| 3. Multimedia Projector | Resolution: XGA/WXGA, White Brightness: 3,700/4,000 ANSI lumens, Colour Brightness: 3,700/4,000 ANSI lumens, Contrast Ratio: 15,000:1, Lamp Life: 6,000 hours, Weight: Approx. 2.8 kg. | 02 |
| 4. Tablets | Dimensions: 245.0 x 160.0 x 5.5mm size, Weight: 400g, Operating System: Android 9.0 (pie), Sim Card: Single Sim Nano, Network: 2G, 3G, 4G/LTE, Display: Super AMOLED 10.5" (266.7mm) size, WQXGA 1600 x 2560 Resolution, 16M Colour Depth (Main Display), ~287 PPI Pixel Density, Processor: 670 Qualcomm Snapdragon, Dual Core 2.0 GHz & Hexa Core 1.7 GHz, 8 Cores (Octa-Core), Adreno 615 GPU, Memory: 6GB RAM, 128GB ROM, External Memory Support: Up to 512GB, Sensors: Accelerometer, Fingerprint Sensor, Gyro Sensor, Geomagnetic Sensor, Hall Sensor, RGB Light Sensor, 4 speakers sound, Dolby Atmos, Video Recording Resolution: UHD 4K, (3840x2160) @30fps, Video Playing Resolution: UHD 4K (3840x2160) @60fps, Camera: 13 MP Main Camera, CMOS with auto focus, 8 MP Front Camera, CMOS, Connectivity: USB Version- Type C, Location Technology-GPS, GLONASS, Beidou, Galileo, Wi-Fi 802.11 a/b/g/n/ac 2.4G+5GHz, VHT80 MU-MIMO, Direct, Bluetooth Version 5.0, Bluetooth Profiles- A2DP, AVRCP, DI, HFP, HID, HOGP, HSP, MAP, OPP, PAN, PBAP, Battery: 7040mAh, Fast charging | 08 |

3. You are invited to submit your price quotation for the supply of above mentioned office equipment(s) for Project Implementing Unit, Ecosystem Services Improvement Project as per specifications mentioned in Para 2 as per the format given in Annexure - I.
4. Quoted price will be evaluated for each item and contract will be awarded to the responsive bidder offering the lowest evaluated rate.
5. Quotation(s) must be marked "Quotation for Supply of Office Equipment" and addressed to the:

Project Director
Ecosystem Services Improvement Project
Room No: 143
Indian Council for Forestry Research and Education
P. O. New Forest, Dehradun, Uttarakhand-248006 (INDIA)
6. Quotation should be accompanied by adequate technical documentation and catalogue(s) and other printed material or pertinent information for each item quoted, including names and addresses of supplier providing after sales service facilities.
7. The deadline for receipt of quotation at the address indicated above is 23 March 2020 by 3:00 PM.
8. Qualification of the firm for submission of request for quotation and instruction for preparing/ submitting request for quotation is given in Annexure - II of this document.
9. The prices should be quoted in Indian Rupees and should be inclusive of all taxes (GST). No price increase will be allowed after the submission of Quotations.
10. Validity of the Offer: Quotation shall be valid for a period of 90 days from the date for receipt of quotation(s) indicated in Paragraph 7 above.
11. Evaluation of Quotations: The Purchaser will evaluate and compare the quotations determined to be substantially responsive i.e. which are properly signed; and conform to the terms and conditions, and specifications.
12. The Quotations would be evaluated combined for all items.
13. Award of contract: The Purchaser will award the contract to the Firm whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.
14. Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotations and to cancel the procurement process and reject all quotations at any time prior to the award of contract.
15. The Firm whose quotation is accepted will be notified for the award of contract by the Purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.
16. Payment shall be made after successful delivery and installation of the goods.

Yours faithfully,


Project Director

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12/03/2020
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Format of Quotation
(on Firm Letter Head)

Date:

To


Project Director,
Ecosystem Services Improvement Project
Room No: 143
Indian Council for Forestry Research and Education
P. O. New Forest, Dehradun, Uttarakhand-248006 (INDIA)

Sub.: Quotation for supply of office equipments for ESIP Project Implementation Unit

Madam/ Sir,

We offer to execute the supply of office equipments for ESIP Project Implementation Unit in accordance with the conditions of contract, as per following quoted price:

| S. No. | Name of the goods | Specifications | Quantity | Price Quoted (INR) | | |
|--------|-------------------|---|----------|--------------------|-----|-------|
| | | | | Unit Price | GST | Total |
| 1 | Laptop | Operating system: Windows 10 Professional 64 bit licensed, Microprocessor: Intel® Core™ i5-10210U (1.6 GHz base frequency, up to 4.2 GHz base with Intel® Turbo Boost Technology, 6 MB cache, 4 cores), Chipset: Intel® Integrated SoC, Memory: 8 GB DDR4-2400 SDRAM (onboard), Video Graphics: NVIDIA® GeForce® MX250 (2 GB GDDR5 dedicated), Hard Drive: 512 GB PCIe® NVMe™ M.2 SSD, Display: 13.3" diagonal FHD IPS BrightView micro-edge WLED-backlit touch screen (1920 x 1080), Wireless Connectivity: Intel® Wireless-AC 9560 802.11a/b/g/n/ac (2x2) Wi-Fi® and Bluetooth® 5 Combo, Expansion slots: 1 microSD media card reader, External ports: 1 USB 3.1 Gen 1 Type-C™ (5 Gb/s signaling rate, Power Delivery 3.0, DisplayPort™ 1.2; 1 USB 3.1 Gen 1 Type-A; 1 USB 3.1 Gen 1 Type-A (Data Transfer Only); 1 AC smart pin; 1 headphone/microphone combo, Dimensions: 30.7 x 21.15 x 1.47 cm, Weight: 1.17 kg, Power supply type: 65 W EM AC power adapter, Battery type: 4-cell, 53 Wh Li-ion polymer, Webcam: Wide Vision HD Camera with integrated dual array digital microphone, Audio features: Bang & Olufsen, quad speakers with Audio Boost | 05 | | | |
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| 3 | Multimedia Projector | Resolution: XGA/WXGA, White Brightness: 3,700/4,000 ANSI lumens, Colour Brightness: 3,700/4,000 ANSI lumens, Contrast Ratio: 15,000:1, Lamp Life: 6,000 hours, Weight: Approx. 2.8 kg. | 02 | | | |
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We agree to supply the above item(s) in accordance with the technical specifications for a total contract price of Rs. (Rupeesonly) as per the terms and conditions specified in the invitation for quotation.

We hereby certify that we have taken steps to ensure that no person acting for us on our behalf will engage in bribery.

Authorized Signature:
Name and Title of Signatory:


12/05/2020
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Instructions for Preparing Quotations

1. Scope of Procurement: Invites price quotations for procurement of the office equipments as described in the Para 2. The successful Firm will be expected to complete the delivery and installation in all aspects within due time.
2. Eligibility to Quote: Firms duly registered with tax authorities may be eligible to participate only if they also:
 - a. Submit proof of registration with the Income Tax Department and Sales Tax Department/GST with the quotation. (Failure to enclose these documents would result in rejection of quotation).
 - b. Submit only one quotation, either individually, or as a partner in a joint venture. All quotations submitted in violation of this rule shall be rejected. Partners in a joint venture shall be jointly and severally liable for the execution of the contract.
3. Qualification of the Firm: To qualify for award of the Contract, a firm shall meet the following minimum qualifying criteria:
 - a. As manufacturer/supplier/distributor/authorize representative must have at least five years of experience in manufacturing/supplying/distributing and sale of the office equipments mentioned in Para 2. Proof of same may be provided.
 - b. Authorized Dealership Certificate must be provided with the quotation.
4. Documents Comprising the Quotation: The proposal submitted by the Firm must comprise of following documents:
 - a. Quotation on the letter head of Firm (As per sample format attached 'Annexure-I')
 - b. Qualification and Experience Information and other relevant documents
 - c. Copies of registration/taxation documents
 - d. Certificate of authorized dealership
 - e. Unit Price of the office equipments including FOR
5. Currency of Quotations:
 - a) Rate inclusive of GST shall be quoted in Indian Rupees.
 - b) The rates and prices quoted by the Firm shall be fixed for the duration of the Contract and shall not be subject to any adjustment on any account.
6. Quotations should be valid for 90 days.
7. Each firm shall submit only one quotation.
8. The Project Director reserves the right to increase or decrease quantities of the items.
9. Decision of Director General, ICFRE will be final in case of dispute (if any).


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